

AFLOAT

SAFETY STAND-DOWN

GUIDE

NAVAL SAFETY CENTER

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AFLOAT SAFETY STAND-DOWN GUIDE

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I. INTRODUCTION

It is the challenge of the fleet to reduce the number of mishaps and accident rates. An AFLOAT SAFETY STAND-DOWN is one of the tools that can be used to achieve this goal. Since safety stand-downs are required at various phases in a Command's employment, they represent a unique chance to really cover some relevant and necessary topics.

An AFLOAT SAFETY STAND-DOWN is a dedicated period of time when the surface ship or submarine concentrates on safety issues and training. Keep in mind, that dedicated period of time can be anywhere from a command timeout to address an instantaneous safety message or it can be over the course of several days. It is up to the Safety Officer and Safety Team to decide how long it needs to be. Safety officers plan and schedule events to make the most effective and efficient use of time. Usually, all other evolutions are set aside during the safety stand-down. The safety stand-down is a ship-wide evolution, so participation by as many crew members and supervisors as possible is vital.

The stand-down should be fun, informative, and memorable. Planning, and the assignment of key responsible individuals, is critical. The safety officer, coordinating with the safety committee and safety council, plans the stand-down. Topics should not be limited to operational situations. This guidance outlines the recommended safety topics to be addressed at a safety stand-down. There are a wide variety of topics and events you can use in your safety stand-down. An entire safety stand-down can be dedicated to a certain theme, depending on upcoming operations.

This **AFLOAT SAFETY STAND-DOWN GUIDE** was prepared by the Afloat Safety Programs Directorate at the Naval Safety Center to provide suggestions, guidance, points of contact, and other resources.

II. AFLOAT SAFETY STAND-DOWN REQUIREMENTS

A safety stand-down is generally directed in response to a serious mishap or near mishap, or to improve safety readiness before major events, such as deployments, major inspections, overhauls, and before holidays.

The objectives are to increase operational readiness, evaluate safety and health risks, correct deficiencies, and emphasize awareness of good safety and health practices for all hands.

OPNAVINST 5100.19 series states, "At a minimum, commands shall conduct one safety stand-down per year. Additional safety stand-downs may be warranted at the discretion of the commanding officer."

OPNAVINST 5100.19 series further directs the following **mandatory** training on safety programs be conducted at minimum of once annually.

III. AFLOAT SAFETY STAND-DOWN PLANNING

Stand-downs should be planned by the safety committee, safety council, and the planning board for training (PB for T). These groups can provide valuable input to target training and emphasis. In some instances, stand-downs will be planned as squadron- or group-wide events, coordinated to eliminate duplication of effort. The stand-down period is also a good time to plan ship-wide, annual and semi-annual required training. Stand-downs can also be planned as preparation for inspections, inter-deployment readiness cycle (IDRC), and deployments.

The safety officer has overall responsibility for stand-down planning, but should involve the divisional safety petty officers or, as in submarines, the work center supervisors. Delegate as many of the events as possible to responsible individuals and/or subject matter experts. Ensure that there are supervisors at every event!

BE FLEXIBLE!

Although most commands try to set aside time for the stand-down and not schedule weapons on loads, drills, and underway periods, things do happen to change even the best plans. Also consider video taping the initial stand-down to be replayed on Site TV at various times and dates to ensure all personnel are able to view the stand-down.

If you must suddenly reschedule or cancel the stand-down, just put the stand-down notice away for the next stand-down. Always have a notice and rough schedule of events ready to go, just in case you must plan a short-notice safety stand-down.

IV. AFLOAT SAFETY STAND-DOWN SUGGESTED TOPICS

A. Safety Control Procedures

1. Risk Assessment / Management
2. Planned Maintenance System (PMS)
3. Engineering Operating Sequencing System (EOSS)
4. Combat Systems Operating Sequencing System (CSOSS)
5. Quality Assurance (QA)
6. Tag-Out Program
7. Hazard Awareness/Abatement Program
8. Operational Risk Management

B. Personal Safety Training

1. Quality Assurance
2. Damage Control
3. Firefighting
4. Man Overboard
5. First Aid
6. Electrical Shock
7. Emergency Egress
8. OBA / SCBA / EAB
9. EEBD / SEED
10. Motor Vehicle Safety
11. Recreational Safety
12. Home Safety
13. Personal Qualification System (PQS)
14. CPR
15. Small Arms Safety and Weapons Handling
16. Personal Responsibility

C. Material Hazard Identification, Evaluation, and Control

1. Zone Inspections
2. HAZMAT Inventory / Issue
3. Personal Protective Equipment (PPE)

D. Shipyard Overhaul / Availabilities

1. Sight Conservation
2. Fire Watch
3. Fire Fighting
4. Hearing Conservation
5. Electrical Tool Issue
6. Electrical Safety
7. HAZMAT
8. Respirators
9. Tag-Out Program
10. Asbestos
11. Lead Paint
12. CPR
13. Heat Stress
14. Gas Free Engineering
15. Working Aloft
16. QA
17. Crane Safety
18. Fork Lift Safety

19. Painting and Preservation
20. Electrical Grounds
21. Valve and Remote Operator Maintenance
22. Personal Protective Equipment (PPE)

E. SOH

1. Occupational Safety and Health Program
2. Heat Stress Program
3. Hearing Conservation Program
4. Sight Conservation
5. Elements of the Respiratory Protection Program
6. Electrical Safety
7. Asbestos Hazards and Exposure Control
8. Tag-out
9. Hazardous Material Program
10. Hazardous Material Spill Response
11. Use and care of Personal Protective Equipment
12. Gas Free Engineering Program
13. Radiation Safety/Radio Frequency Radiation Hazards
14. Traffic Safety Program
15. Recreation, Athletics, and Home Safety
16. Lead Safety Program
17. Back Injury Prevention
18. Mishap Investigation and Reporting
19. Indoctrination Division Safety Training
20. Mercury
21. Pest Control

F. Deployment / Underway Operations

1. Operational Risk Management
2. U.S. Coast Guard Navigation Rules
3. ATP 1
4. NWP 14
5. Pre-Planned Responses
6. Emergency Procedures
7. Training Status / Personal Qualification Standards Review
8. Ship Control Systems Functionality Test and Material Inspection
9. Safety Program Review
10. Boat Crew and Officer Training and Qualifications
11. Boat Handling Equipment Functionality Test and Material Inspection
12. Small Boat Safety Training and Inspections
13. Aviation Safety
14. Primary and Alternate Power Supply Inspections for Ship Control Systems
15. Man Overboard
16. MILPERSMAN 1770, PERSONNEL CASUALTY REPORTING

G. Surface Ship Safety Topics

1. Basic Safety
2. Dry Cargo Operations
3. Underway Replenishment
4. Small Boats
5. Wire and Fiber Rope
6. Ground Tackle and Towing
7. Helicopter Operations

8. Working Over the Side or Aloft; Dry Dock Safety
9. Electrical and Electronic Safety and Tag-Out Precautions
10. Shipboard Fuels
11. Welding, Cutting, and Brazing
12. Shipboard Aircraft Safety
13. Machinery
14. Ordnance
15. Marine Sanitation Devices (Sewage Systems)
16. Heavy Weather
17. Abandoning Ship
18. Painting and Preservation
19. Food Preparation and Serving Facilities
20. Laundries, Dry cleaning Plants, and Photography
21. Medical and Dental Facilities
22. CO2 Fixed Flooding System Safety Precautions and Procedures
23. Hazardous Material Control and Management Standards
24. Life Preservers
25. Flammable Stowage Containers / MOGAS

H. Submarine Safety Topics

1. Basic Safety
2. Stores Handling
3. Wire and Fiber Rope
4. Working Over the Side, Topside, or Aloft; Dry Dock Safety
5. Electrical and Electronic Safety and Tag-Out Precautions
6. Radiation / RF Radiation
7. Welding, Cutting, and Brazing
8. Machinery
9. Sanitation Systems
10. Heavy Weather
11. Abandoning Ship / Self-Destruct Procedures
12. Painting and Preservation
13. Food Preparation and Serving Facilities
14. Laundry Machines and Photography
15. Submarine Hazardous Material Control and Management Standards
16. Sail Safety
17. Weapons Emergency